

REQUEST FOR ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the City Council and/or Committees of the City Council. This covers all items which require formal bids.

I. PROJECT NO.: 22-2723.1 CIP No. 51372
 II. PROJECT NAME: Well 12 VFD Upgrade Equipment Procurement
 III. Project/Item(s) Description: _____

The City of Rapid City has determined the need to procure the variable frequency drive (VFD) equipment needed to replace the existing Well 12 VFD. Well 12 is a critical water supply which provides service to thousands of customers southwest Rapid City. The VFD has reached the end of its useful life, parts are becoming obsolete, and supply chain issues are jeopardizing continued level of service.

Equipment procurement directly through the City through the competitive sealed proposal process will shorten the equipment procurement timeframe and work to mitigate impacts of long equipment lead times and supply chain issues with the intention of replacing the VFD and redundant components to be in service prior to peak summer 2023 demand months.

Once the VFD equipment is procured by the City, the City plans to advertise for an installation contract to install the City procured equipment.

IV. BID LETTING DATE: October-December 2022

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 150,000.00

VI. BASIS OF PAYMENT	Assessed <input type="checkbox"/>	Non-Assessed <input checked="" type="checkbox"/>
	Single Payment <input type="checkbox"/>	Partial Payment <input checked="" type="checkbox"/>

VII. APPROPRIATION DATA

Amount	\$150,000				
Fund Name	Water				
Department	933				
Line Item	4381				
Fund	602				

VIII. (If applicable) Grant No. or special funding: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

IX. DEPARTMENT/DIVISION:

Project Manager: _____ Date _____

 CIP MANAGER Signature Date _____

 DIVISION MANAGER Signature Date _____

 DEPARTMENT DIRECTOR Signature Date _____

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date	Initial	Yes	
Appropriation Cash Flow				Investment Desk
				Public Works
				Engineering Project Manager